



CITY COUNCIL

AGENDA REQUEST

AGENDA OF:	10-19-10	AGENDA REQUEST NO:	VII-A
INITIATED BY:	DAWN STEPH ENVIRONMENTAL MANAGER <i>DS</i>	RESPONSIBLE DEPARTMENT:	COMMUNITY & ENVIRONMENTAL SERVICES
PRESENTED BY:	DAWN STEPH ENVIRONMENTAL MANAGER <i>DS</i>	DEPARTMENT HEAD:	MIKE GOODRUM, COMMUNITY & ENVIRONMENTAL DIRECTOR <i>MG</i>
		ADDITIONAL DEPARTMENT HEAD (S):	N/A
SUBJECT / PROCEEDING:	H-GAC SOLID WASTE IMPLEMENTATION GRANT		
EXHIBITS:	N/A		
CLEARANCES		APPROVAL	
LEGAL:	N/A	EXECUTIVE DIRECTOR:	N/A
PURCHASING:	N/A	ASST. CITY MANAGER:	KAREN DALY <i>kd</i>
BUDGET:	BRYAN GUINN <i>BG</i> BUDGET MANAGER	CITY MANAGER:	ALLEN BOGARD <i>kd</i> FOR AB
BUDGET			
EXPENDITURE REQUIRED: \$		17,495	
CURRENT BUDGET: \$		N/A	
ADDITIONAL FUNDING: \$		17,495	
RECOMMENDED ACTION			
Accept the FY11 H-GAC Solid Waste Implementation Program Grant and approve a revenue and expenditure budget amendment in the amount of \$17,495.			

EXECUTIVE SUMMARY

The Houston-Galveston Area Council (H-GAC) and the Texas Commission on Environmental Quality (TCEQ) have completed final grant selection for FY11 Solid Waste Grants. The grant awards funding to local governments for implementation of solid waste minimization and recycling awareness projects and programs. The City of Sugar Land's grant proposal for solid waste minimization and recycling education was selected to receive \$17,495 in funding. Awarded grant funding requires no matching funds to be obligated by the grant recipients.

The Community & Environmental Services Department will utilize the funding to promote solid waste minimization and recycling within the community and local schools. The grant will encompass a variety of programs:

- The City will coordinate with Fort Bend Independent School District (FBISD) to provide each second and third grade teacher with an environmental education handbook to utilize in the classroom.
- The City will purchase a recycling raccoon robot to be used to promote solid waste minimization and recycling at public events, school presentations, and any other education opportunity attended by the department.
- The City will purchase a variety of promotional items to distribute at public events.

The Community & Environmental Services Department recommends to the City Council acceptance of the grant and approval of a budget amendment to revenues and expenditures in the amount of \$17,495.

EXHIBITS



Houston-Galveston Area Council

TO: FY11 Solid Waste Grant Recipient
FROM: Amanda Thorin, Sustainable Development Program Specialist
DATE: September 13, 2010

RE: Contract – Change Order

I have enclosed a contract Change Order to amend the FY10 Solid Waste Contract.

Please sign the Change Orders, **retain** one original for your files and **return** the other original to me at your earliest convenience. (Your signature goes on the *Accepted by* line.)

Please return one of the originals to me at the following address:

For Mail

Houston-Galveston Area Council
ATTENTION: Amanda Thorin
P.O. Box 22777
Houston, Texas 77227-2777

For Delivery

Houston-Galveston Area Council
ATTENTION: Amanda Thorin
3555 Timmons Lane, Suite 100
Houston, Texas 77027

If you have any questions, please contact me either by telephone (713.993.4587) or email (amanda.thorin@h-gac.com).

Enclosures



Houston-Galveston Area Council
P.O. Box 22777 3555 Timmons Houston, Texas 77227-2777

CHANGE ORDER

PROJECT TITLE Solid Waste Management Grant – Recycling Awareness Campaign

PROJECT NO. EV1031 CONTRACT NO. 10-16-G09 DATE August 23, 2010

CONTRACTOR City of Sugar Land

The following changes are hereby made to the Contract Documents:

- Increase budget
- Increase contract time

Justification:

- Approved for additional funding

CHANGE TO CONTRACT PRICE

Original Contract Price: \$ 13,459.00

Current contract price, as adjusted by previous change orders: \$ 13,459.00

The Contract Price due to this Change Order will be [**increased**] [~~decreased~~] by \$ 17,495.00

The new Contract Price due to this Change Order will be: \$ 30,951.00

CHANGE TO CONTRACT TIME

The Contract Time will be [**increased**] [~~decreased~~] by 303 calendar days

The date for completion of all work under the contract will be June 30, 2011

Approvals Required:

To be effective, this order must be approved by Owner if it changes the scope or objective of the project, or as may otherwise be required under the terms of the Supplementary General Conditions of the Contract.

Requested by Cheryl Meyer date 8.23.10

Recommended Cheryl Meyer date 08/24/10

Approved by JS date 9-8-10
Jack Steele, Executive Director

Accepted by _____ date _____

**HOUSTON-GALVESTON AREA COUNCIL
FY10 SOLID WASTE IMPLEMENTATION
PROGRAM CONTRACT**

Contractor

City of Sugar Land
PO Box 110
Sugar Land, Texas 77487

Contact: Mr. Adam Smith
Telephone: 281-275-2497
Fax:
Email: asmith@sugarlandtx.gov

H-GAC

Community and Environmental Planning Department
Houston-Galveston Area Council
3555 Timmons Lane, Suite 120
Post Office Box 22777
Houston, Texas 77227-2777
tel. 713.627.3200
fax. 713. 993.4503

Staff Contacts: Gena McKinley
Environmental Planner
713-993-4529
gena.mckinley@h-gac.com

TCEQ FY 10 Solid Waste Implementation Grants

Project Description: **Recycling Awareness Campaign**

Contract Number: **10-16-G09**

Contract Amount: **\$13459.00**

Grant Period: 09/01/09 to 08/31/10



GRANT APPLICATION PRE-APPROVAL FORM

Grant Name:	H-GAC Solid Waste Implementation Grant	Grant CFDA#	
Department Applying for Grant:		Proposed Grant Manager:	
Community and Environmental Services		Dawn Steph, Environmental Manager	
Awarding Grant Agency Name:		Total Project Amount:	
Houston-Galveston Area Council (H-GAC)		Approximately 34,060	
General Purpose of the Grant:			
The H-GAC Solid Waste Management Implementation Grant will be used to promote recycling within the community and local schools. This grant would be implemented as a pass-through grant where Keep Sugar Land Beautiful (KSLB) would administer the funds, and the City would then reimburse KSLB.			
Items the Grant will pay for:			
Environmental education in Sugar Land schools for second and third graders, recycling robot to educate at all public events and presentations, promotional items, and design and printing of a City environmental activity book.			
Amount or % Covered by Grant:		Amount or % Matched by City	
100		0	
Grant Time Period:	Application Deadline:		
Sept 2010 – June 2011	June 10, 2010		
Estimate Annual Fiscal Impact:	Year One	Year Two	Year Three
Revenue Generated			
Grant Funds	Approx \$34,060		
City Expenditure			
Net Fiscal Impact			
Year One Currently Budgeted		In Future CIP	
Yes	No	x	
Yes	No	x	
If no, how do you intend to fund City's match?			
No match needed.			
ROUTING	SIGNATURE		DATE
Department Head:	<i>Mike Goodman</i>		6/3/10
Budget Manager:	<i>Bryan Brin</i>		6/8/10
City Manager:	<i>Allen B...</i>		6/9/10
City Manager's	Approval	Denial	
Explanation or comments related to City Manager's decision.			

Attach any information you deem appropriate to allow City Manager to make an informed decision